

## Appendix B: AP Grant Assurances

- Funds will be utilized in the manner described in the application.
- Any requests to change the approved budget in an amount over \$500 must be made in writing in the OSDE Grant Management System. Approval of a budget change is required prior to spending.
- The 2023 Advanced Placement course for which the grant was awarded must be offered beginning in school year 2023-24.
- College Board AP training will occur in summer 2023 in several locations in the state of Oklahoma. Teachers who have completed an AP training course prior to submitting their grant application should include their course Certificate of Attendance. Teachers who have not completed AP training in the AP subject area requested (or similar area of training) for funding approval must attend a summer training session in 2023 to be eligible for funding. Grant funds will not be available to a school district until the teacher presents a certificate of completion in the OSDE Grant Management System. In addition, teachers are encouraged to attend follow-up training annually.
- AP examinations will be made available for this course and the school district must highly encourage students to participate in the examination. These exams are ordered from College Board/Educational Testing Service and should be made available to each student taking an AP course through an identified funding source. Districts will be required to submit their examination results from the College Board to OSDE no later than June, 2024.
- Grant funds awarded in Spring 2023 must be expended by May 1, 2024. There can be no carryover of funds.
- An Oklahoma Cost Accounting System (OCAS) printout for the appropriate code (Revenue code: 3470, Project Reporting code: 368) showing proper expenditure of funds must be submitted in the Grant Management System in addition to the district's final report no later than June 1, 2024.

I have read, understand, and agree to these grant assurances. Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

District Name \_\_\_\_\_

\_\_\_\_\_  
Teacher Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administrator Signature

\_\_\_\_\_  
Date